



Task Title: Completing a PLAR application

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path:

Employment	☐	Apprenticeship	☐
Secondary School ☐	Post Secondary ☐	Independence	☐

Task Description:

The learner will read a PLAR application to understand how to challenge credit courses.

Main Competency/Task Group/Level Indicator

- Find and Use Information/Read continuous text/A1.2
- Find and Use Information/Interpret documents/ A2.2

Materials Required:

- Pen and Paper and/or digital device

Learner Information

Prior Learning Assessment and Recognition (PLAR) is a process that adult students can complete to gain credits towards their Ontario Secondary School Diploma (OSSD) based on their prior learning and life experience. Applicants will often be required to complete an application to challenge credit courses and verify that they qualify for PLAR. Scan the PLAR Application Form from the Bluewater District School Board to understand how to challenge a course.



PLAR: Prior Learning Assessment and Recognition

APPLICATION TO CHALLENGE A COURSE

First Name		Last Name		Student ID (M.I.N.)	
Address		Apartment/Unit		City/Town	
				Postal Code	
Home Telephone #		E-Mail Address		Date of Birth (y/m/d)	
School		Grade		Gender (M / F)	
COURSE CODE					

IMPORTANT:

- ◆ A student is eligible to challenge courses that have NOT been attempted or completed.
- ◆ Only courses developed from a provincial curriculum policy document and offered by the Bluewater District School Board can be challenged.
- ◆ Course Codes are available on the PLAR website or at the school.

COURSE TITLE: _____ COURSE CODE: _ _ _ _ _

REQUIRED DOCUMENTATION: Submit this documentation to your school

- ☐ Copy of your Ontario Student Transcript signed and sealed by your principal
- ☐ Annual Education Plan
- ☐ Individual Education Plan, if applicable
- ☐ PLAR Challenge for Credit Cumulative Tracking Record (most recent)

SUPPORTING DOCUMENTATION: Submit this documentation to your school

Check a minimum of three of the following that you will be submitting along with the required documentation as evidence that you are qualified to challenge for credit in this course:

- ☐ letter(s) of recommendation
- ☐ a portfolio of relevant work
- ☐ proof of successful relevant experience in a supervised setting
- ☐ proof of independent learning in a relevant area
- ☐ a videotape, audiotape, or CD with samples of relevant work
- ☐ proof of relevant prior learning
- ☐ other (please specify: _____)

APPLICATION TO CHALLENGE A COURSE

I certify that the information given on this application form and all supporting documentation submitted is correct, complete, and current. I am aware that passing/failing marks for Grades 11 and 12 courses will appear on my Ontario Student Transcript. I am aware that the PLAR challenge process will include formal tests (balanced between written work and demonstration, as appropriate for the subject) worth 70% of the final mark, and other types of assessment worth 30% of the final mark. I am aware that my knowledge and skills will be evaluated against the overall and specific expectations for the course. I am aware that a maximum of four credits may be granted through the challenge process for courses in Grades 10-12, with no more than two in any one discipline. I am aware that only Grade 10 courses offered by the Bluewater District School Board may be challenged in the 2001/2002 academic year. I understand that the school principal will review and forward my application for consideration by a board committee.

Student Signature Date

Parent/Guardian Signature Date

Application Package Reviewed:

Principal Signature Date

BOARD USE ONLY

Application Received: (year / month / day)	Required Documentation Received: ☐ Ontario Student Transcript ☐ Annual Education Plan ☐ Individual Education Plan (if applicable) ☐ PLAR Cumulative Tracking Record	Supporting Documentation Received: 1: 2: 3: Other:
Documentation Complete: ☐ YES ☐ NO	Application Approved: ☐ YES ☐ No _____ Committee Chair Date	

Work Sheet

Task 1: Where can a list of PLAR courses be found?

Answer:

Task 2: List two (2) documents that are required for the application.

Answer:

Task 3: What component of the PLAR assessment has the highest mark value?

Answer:

Task 4: How many credits can be given through the grade 10-12 PLAR challenge process?

Answer:

Task 5: Who is responsible for the final approval of the PLAR application?

Answer:

Answers

Task 1: Where can a list of PLAR courses be found?

Answer: On the PLAR website or at the school

Task 2: List two (2) documents that are required for the application.

Answer: Any 2 of:

Student transcript

Annual education plan

Individual Education Plan (if applicable)

Most recent PLAR Challenge for Credit tracking record

Task 3: What component of the PLAR assessment has the highest mark value?

Answer: Formal tests (could be written work and demonstration)

Task 4: How many credits can be given through the grade 10-12 PLAR challenge process?

Answer: 4

Task 5: Who is responsible for the final approval of the PLAR application?

Answer: the board committee or the Committee Chair

Task Title: Completing a PLAR application_S_A1.2_A2.2

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.2	Makes connections between sentences and between paragraphs in a single text			
A1.2	Scans text to locate information			
A1.2	Locates multiple pieces of information in simple texts.			
A1.2	Reads more complex texts to locate a single piece of information			
A1.2	Makes low-level inferences			
A2.2	Performs limited searches using one or two search criteria			
A2.2	Extracts information from tables and forms			

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Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A2.2	Uses layout to locate information			
A2.2	Makes connections between parts of documents			
A2.2	Makes low-level inferences			

This task: Was successfully completed ☐ Needs to be tried again ☐

Learner Comments:

Instructor (print):

Learner (print):
